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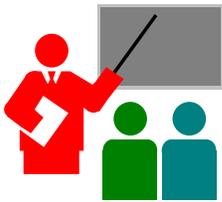
Chapter 3: Financial Aid Transcript Summary**3.1
INTRODUCTION**

Welcome to Financial Aid Transcript (FAT) Summary, one of the functions within NSLDS.

How Does the NSLDS Financial Aid Transcript Summary Benefit Schools?

The Financial Aid Transcript Summary function significantly reduces your paperwork burden. In order to effectively administer Title IV Aid programs, you need historical information about the student's federal student aid.

The electronic FAT provided by NSLDS simplifies data collection that was generated by the paper FAT. Although the paper FAT may still be required in some circumstances, the NSLDS electronic FAT is a one-step process that gives you all the information you need for most of your transfer students.

**3.1.1
Conceptual Overview**

This chapter of the NSLDS User Guide describes the contents of a Financial Aid Transcript and how to retrieve a FAT from NSLDS.

The NSLDS User Guide is designed as a hands-on tool, not as a policy guide. Because this area of aid administration is changing, the federal regulations still determine your obligations for collecting and completing FAT requests, and if you have policy issues, you should rely upon the regulations or the appropriate Dear Colleague letters for assistance. This User Guide is written to help you take advantage of this powerful NSLDS tool in aid administration.

Note: For a detailed explanation of logging on, exiting, and accessing this function, please see Chapter 2: [Getting Started](#).

3.1.1 Conceptual Overview (continued)

The Financial Aid Transcript Summary function consists of two FAT summary screens and nine additional screens, all of which display information previously received by NSLDS. All of the FAT data is available for retrieval via the online Financial Aid Transcript Summary function.

The types of data relating to the Financial Aid Transcript Summary process are listed below.

- FAT summary data for a specified school year, such as student's full name, the existence of loan disbursements, loan overpayments, default status, outstanding principal balances for specified loans, and Federal Pell Grant data.
- Originating School Information on overpayments and Perkins loans.
- FAT details such as loan amounts, begin and end dates, and academic level.
- Current Guaranty Agency and Originating School information for a specific loan, such as their specific branch code, name, and complete address.
- School attendance history for a specific student, such as his/her school's specific branch code, name, and complete address.
- Name history for a specific student.

Exchanging FAT Data

There are two ways to obtain a FAT from NSLDS. You can send a batch request for FATs to NSLDS, and NSLDS will process the request and send the FATs back to you within 24 hours. The second method allows you to view and print the information directly from NSLDS using the online screens provided.

3.1.1 Conceptual Overview (continued)

Both methods utilize the Title IV WAN and you must be a WAN participant to take advantage of the NSLDS FAT. To sign up for the WAN, please call their customer service desk at 1-800-615-1189.

If your school utilizes a mainframe computer for all processing, you will be sent WAN communication software upon sign-up.

This will enable you to transmit and receive NSLDS batch files. You will not have access to the online screens via a mainframe computer.

If you have access to a PC, your school can submit batch FAT files and participate in the NSLDS online screens. There are two communications programs sent to you when you sign up for the Title IV WAN. Both are accessed from the Initial Applications Menu and can be found under the Communications Menu. They are:

1. EDconnect: this program lets you send and receive batch FAT files.
2. Net*Connect: this program gives you online access to NSLDS.

Please refer to the Title IV WAN documentation for more information on EDconnect and Net*Connect.

3.1.2 Purpose

Purpose of Financial Aid Transcript Summary

The Financial Aid Transcript Summary function provides two significant capabilities:

- First, this function provides historical information on the status of the student's loan and grant awards. It determines where a borrower stands in relation to annual and cumulative aid ceilings.

Chapter 3: Financial Aid Transcript Summary

3.1.2

Purpose

(continued)

- Secondly, the Financial Aid Transcript Summary function allows you to identify students who are no longer eligible to receive federal student financial aid. It is intended to ensure the fiscal integrity of Title IV aid programs.

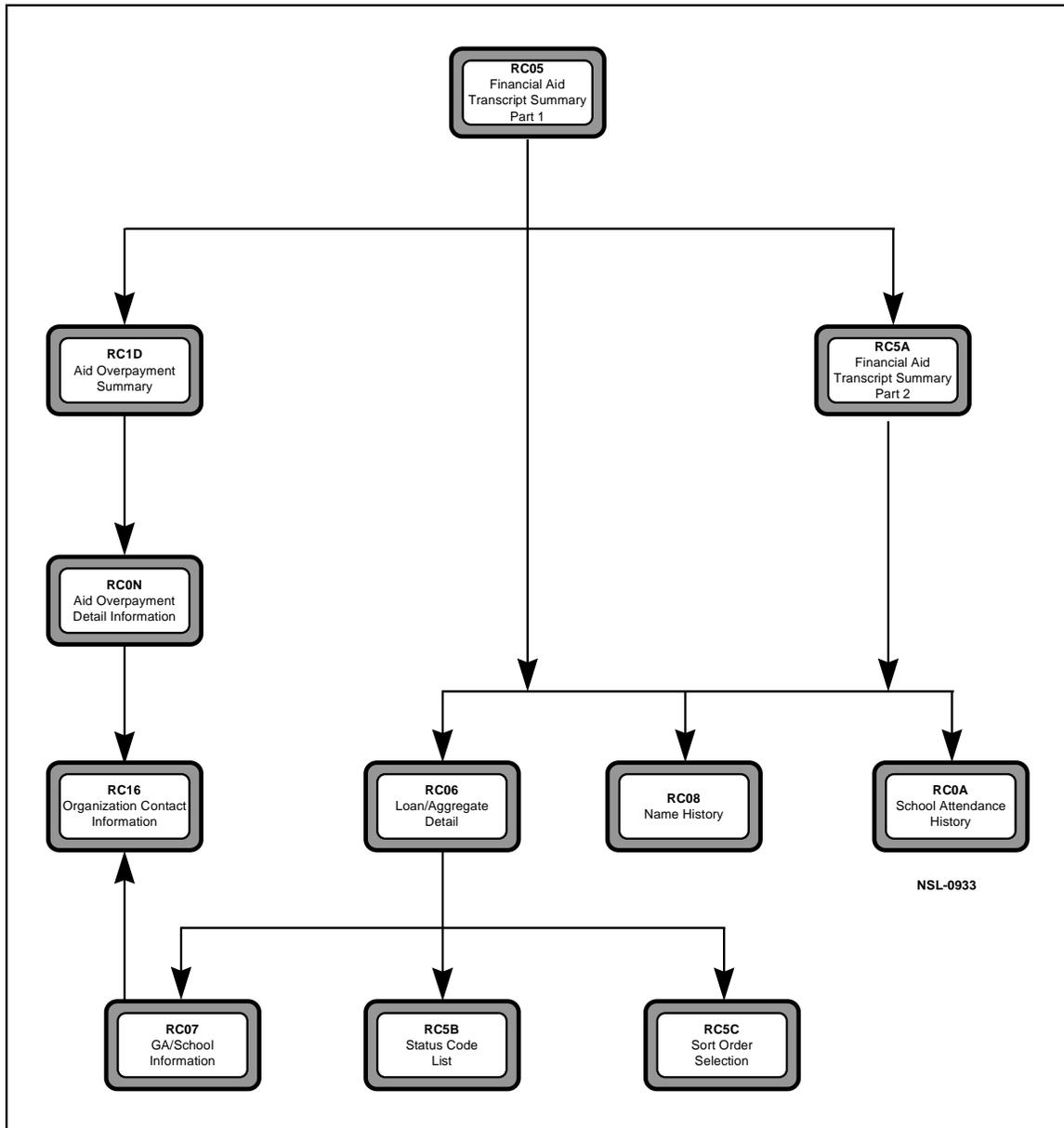
This chapter will focus on using the online screens through NSLDS and the batch process. We will begin by discussing the online processing topics.

Chapter 3: Financial Aid Transcript Summary

3.1.3 Process Chart and Description

The chart below illustrates the screens that compose the FAT online function and their relationship.

All online Financial Aid Transcript Summary screens are for display only. The information cannot be changed.



Chapter 3: Financial Aid Transcript Summary

3.1.3
Process Chart and
Description
 (continued)



Note:

The screens have Action Codes that allow you to reach your desired destination. FAT Summary Action Codes are:

- P2 = FAT Summary Part 2
- LD = Loan Detail
- AD = Aggregate Detail
- OS = Overpayment Summary
- NH = Name History
- AH = Attendance History
- GS = GA/School Information
- OD = Overpayment Detail
- OC = Organization Contact

The following table is intended for reference. Throughout the chapter, screens are identified by screen numbers, titles, and action codes. These are the action codes associated with the action bar on each screen.

NSLDS Financial Aid Transcript Summary Screen Identification		
Screen #	Screen Title	Related Action Codes
RC05	Financial Aid Transcript Summary Part 1 (Main Menu)	P2, LD, AD, OS, NH, AH
RC5A	Financial Aid Transcript Summary Part 2 (P2)	LD, NH, AH
RC06	Loan Detail/ Aggregate Detail (LD, AD)	GS
RC1D	Aid Overpayment Summary (OS)	OD
RC08	Name History (NH)	--
RC0A	School Attendance History (AH)	--
RC0N	Aid Overpayment Detail Information (OD)	OC
RC07	GA/School Information (GS)	OC
RC5B	Status Code List	--
RC5C	Sort Order Selection	--
RC16	Organization Contact (OC)	--

3.2 FINANCIAL AID TRANSCRIPT SUMMARY SCREENS

This section contains the detailed instructions on how to access all screens within the Financial Aid Transcript Summary function.

3.2.1

What Does the Financial Aid Transcript Summary Screen Do?



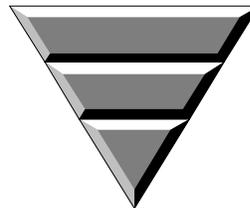
The Financial Aid Transcript Summary Screens provide overviews of the federal aid a student has previously received. It also allows you to access all other screens and data searches within the FAT. All searches begin on “*Financial Aid Transcript Summary Part 1*” (RC05) where you enter three mandatory fields: SSN, First Name, and DOB. You can change the School Year field to view prior Pell Grant awards and Perkins loan amounts disbursed for that year.



Notes:

From this screen you can navigate to other screens in the FAT Summary function. The **action bar** at the top of the screen will display which screens are available for you to choose from that particular screen. **Each has a 2-character action code.**

Read on to learn about each data screen and the associated information available to you.



3.2.2

Financial Aid Transcript Summary Part 1 (RC05)



This is the highest level screen within the Financial Aid Transcript Summary function. It is referred to as the “*Financial Aid Transcript Summary Part 1*” screen.

Access to Financial Aid Transcript Summary Screen

The populated “*Financial Aid Transcript Summary Part 1*” (RC05) screen displays the following information for the student selected:

- Current SSN (if same as entered, re-displayed),
- Current last name,
- An indicator if the student has used other names (Name History),
- An indicator if the student owes an overpayment (Pell, FSEOG, and Perkins) and the code for the contact related to the overpayment,
- An indicator if the student has defaulted in a loan, discharged, made satisfactory repayment or established satisfactory repayment plan, and active bankruptcy,
- Perkins loan cumulative disbursement amount,
- FFELP and Direct loan aggregate amount,

Chapter 3: Financial Aid Transcript Summary

To get to the “*Financial Aid Transcript Summary Part 1*” screen you will pass through the following two screens.

SS04 NSLDS Main Menu

```
SS04
-----
                        NSLDS                      09-19-1997
                        NSLDS Main Menu           10:18:20

Input the number of your choice and press ENTER.

2  1. System Support Main Menu
   2. Reporting Capabilities Main Menu
   3. Exit NSLDS and LOGOFF
```

and ...

RC00 Reporting Capabilities Main Menu

```
RC00
-----
                        NSLDS                      09-19-1997
                        Reporting Capabilities Main Menu  10:20:21

Input the number of your choice and press ENTER.

5  1. Aggregate Inquiry Main Menu
   2. Default Rate Main Menu
   3. Report Selection Menu
   4. Borrower Tracking Security
   5. Financial Aid Transcript Summary
   6. Student Status Confirmation Menu
   7. Aid Overpayment
   8. Organization Contact

F3=EXIT
```

...To Financial Aid Transcript Summary Part 1 (RC05)		
STEP #	ACTION	RESULT
1	From “ <i>NSLDS Main Menu</i> ” (SS04), Type 2 for “ <i>Reporting Capabilities Main Menu</i> ” Press ENTER	The following screen will display: “ <i>Reporting Capabilities Main Menu</i> ” (RC00).
2	From the “ <i>Reporting Capabilities Main Menu</i> ” (RC00), Type 5 for “ <i>Financial Aid Transcript Summary</i> ” Press ENTER	The following screen will display: “ <i>Financial Aid Transcript Summary Part 1</i> ” (RC05). <This is the highest level screen for the “ <i>Financial Aid Transcript Summary</i> ” function. It will be unpopulated - not filled in yet - and the cursor will automatically advance to the SSN field.>
3	From RC05, use the Tab key to advance the cursor, Type in the mandatory fields: <ul style="list-style-type: none"> • <SSN> • <First name> • <DOB> • <desired School Year, if other than the current year> Press ENTER	If there is a match, the following screen will re-display - populated with data : “ <i>Financial Aid Transcript Summary Part 1</i> ” (RC05). A message will display if there is no match or if there is a partial match. The cursor will automatically advance to the Action Code field.



Chapter 3: Financial Aid Transcript Summary

RC05 Financial Aid Transcript Summary Part 1

```

RC05  _   Fat Summary Part 2(P2)   Loan Detail(LD)   Aggregate Detail(AD)
          Overpayment Summary(OS)   Name Hist(NH)     Attendance Hist(AH)
-----
                               NSLDS                               10-31-1997
                               Financial Aid Transcript Summary Part 1       07:02:51
SSN.. 001285951  First Name.. IDA          DOB.. 10 - 02 - 1937  Schl Yr... 1995
Curr SSN: 001285951  Last Name: BENNINGTON              Name Hist: Y
For Overpayment Detail Info make a selection (S) and press ENTER
Sel Overpayment   Contact   Defaulted Loans.....: Y   Discharged.....: Y
  Pell.....: N   N/A       Loan Sat. Repayment.: N   Active Bankruptcy.: N
  FSEOG.....: N   N/A
  _ Perkins...: Y   05           Perkins Cumulative Loan Amount...: $ 2,500
-----
For Aggregate Detail make a selection (S) and press ENTER
Aggregate Amount for FFELP/Direct Loans
  _ Subsidized Loans
    Outstanding Prin. Bal.: $ 5,000  Pending Disb.: $      0  Total: $ 5,000
  _ Unsubsidized Loans
    Outstanding Prin. Bal.: $ 3,000  Pending Disb.: $      0  Total: $ 3,000
  _ Consolidated Loans
    Outstanding Prin. Bal.: $ 8,000                                Total: $ 8,000
                               PRIVACY ACT OF 1974(AS AMENDED)
F3=EXIT

```

3.2.3

Financial Aid Transcript Summary Part 2 (RC5A)



This screen contains additional FAT Summary information. This screen is accessed by typing P2 in the action code field and pressing Enter.

The populated “*Financial Aid Transcript Summary Part 2*” (RC5A) displays the following information:

- SSN,
- Current last name,
- An indicator if the student has used other names (Name History),
- Perkins cumulative loan amount and current year loan amount,
- An indicator if Perkins was disbursed prior to 10/1/92,
- An indicator if the Perkins loan was disbursed under the Expanded Lending Option, and
- Pell payment data for the year selected.

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Financial Aid Transcript Summary - Part 2 (RC5A)		
STEP #	ACTION	RESULT
1	<p>From a populated “<i>Financial Aid Transcript Summary Part 1</i>” (RC05),</p> <p>Type P2 for Financial Aid Transcript Summary Part 2 in the Action Code field.</p> <p>Press ENTER.</p>	<p>The following screen will display “<i>Financial Aid Transcript Summary Part 2</i>” (RC5A).</p>
2	<p>Look in the MORE: field to see if there is additional Pell Payment data.</p> <p>If there is a ‘+’ sign</p> <p>Press F8 to see more information.</p> <p>Then press F7 to scroll back.</p>	<p><RC5A will scroll to an additional Pell Payment data screen with the same screen number.></p>
3	<p>Press F3 to return to “<i>Financial Aid Transcript Summary Part 1</i>” (RC05).</p>	<p>The following screen will display: “<i>Financial Aid Transcript Summary Part 1</i>” (RC05).</p>



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RC5A Financial Aid Transcript Summary Part 2

RC5A	___	Loan Detail(LD)	Name History(NH)	Attendance History(AH)
		NSLDS		10-31-1997
		Financial Aid Transcript Summary Part 2		07:07:05
SSN.....:	001285951	First Name:	IDA	DOB.: 10-02-1937
Schl Yr...:	1995			Name Hist: Y
Curr SSN:	001285951	Last Name.:	BENNINGTON	
Perkins Loans				
Cumulative Loan Amount.....:	\$ 2,500	Current Year Loan Amount:	\$	N/A
First Disb. Prior to 10-01-1992.:	N	Expanded Lending Option.:	N	
1994-95 Pell Payment Data				MORE: +
School Code:	00156200	School Name:	DEKALB COLG	
Tran.....:	01	Sch. Amt.....:	\$ 1,200	Disb. Amt.: \$ 600
Rem. Amt...:	\$ 600	% Sch. Used..:	100.00	As of.....: 10-10-1996
School Code:	00256900	School Name:	UNIV OF NEVADA LAS VEGAS	
Tran.....:	01	Sch. Amt.....:	\$ 1,200	Disb. Amt.: \$ 600
Rem. Amt...:	\$ 0	% Sch. Used..:	100.00	As of.....: 10-10-1996
PRIVACY ACT OF 1974(AS AMENDED)				
F3=EXIT F7=BACKWARD F8=FORWARD				

3.2.4

Loan Detail/Aggregate Detail (LD/AD)



What Does the Loan Detail/Aggregate Detail Screen Do?

This screen provides a list of loans associated with a selected student. Also displayed are the loan amounts, begin and end dates, status code, academic level, school code, GA code, contact code and contact type, and the outstanding balances. From this screen you can select the order by which you want the loans sorted and view a listing of the status codes with descriptions.

To see Loan Detail from RC05 or RC5A type LD in action code field and press Enter. “*Loan Detail By Loan Begin Date, Outstanding Balance (Descending)*” (RC06) screen will display. The screen will display all loans associated with a student. Press F3 to return to RC06.

To see Aggregate Detail from RC05 type S for select next to your desired choice of aggregate. If there is only one loan you do not have to select, the system will automatically select it. Type AD in action code field and press Enter. “*Aggregate Detail By Loan Begin Date, Outstanding Balance (Descending)*” (RC06) screen will display. RC06 will display all loans in the category that you selected.

You can change the order that loans are sorted and view a list of status codes and descriptions from the RC06 screen.

To view GA/School information you may select one of the loans on the list type GS in the action code field and then press Enter.

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Loan Detail - (RC06)		
STEP #	ACTION	RESULT
1	<p>From a populated “<i>Financial Aid Transcript Summary Part 1</i>” (RC05) or “<i>Financial Aid Transcript Part 2</i>” (RC5A),</p> <p>Type LD for Loan Detail in the Action Code field.</p> <p>Press ENTER.</p>	<p>The following screen will display: “<i>Loan Detail By Loan Begin Date, Outstanding Bal. (Descending)</i>” (RC06).</p>
2	<p>Look in the MORE: field to see if there are additional loans.</p> <p>If there is a ‘+’ sign</p> <p>Press F8 to see more information.</p> <p>Then press F7 to scroll back.</p>	<p><RC06 will scroll to an additional loan screen with the same screen number.></p>

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Aggregate Detail - (RC06)		
STEP #	ACTION	RESULT
1	<p>From a populated “<i>Financial Aid Transcript Summary Part I</i>” (RC05)</p> <p>Type S for Select next to desired choice *.</p> <p>Type AD for Aggregate Detail in the Action Code field.</p> <p>Press ENTER.</p>	<p>The following screen will display: “<i>Aggregate Detail By Loan Begin Date, Outstanding Bal. (Descending)</i>” (RC06).</p> <p>* Skip this step if there is only one loan on the list. The system will automatically select it.</p>
2	<p>Look in the MORE: field to see if there is additional aggregate detail information.</p> <p>If there is a ‘+’ sign</p> <p>Press F8 to see more information.</p> <p>Then press F7 to scroll back.</p>	<p><RC06 will scroll to an additional aggregate detail screen with the same screen number.></p>



Chapter 3: Financial Aid Transcript Summary

RC06 Loan Detail

```

RC06      _  GA/School Information(GS)
-----
                                NSLDS                                10-31-1997
  Loan Detail By Loan Begin Date, Outstanding Bal. (Descending) 07:09:09
  SSN.....: 001285951  First Name: IDA                        DOB: 10-02-1937  Name Hist: Y
  Curr SSN: 001285951  Last Name.: BENNINGTON                MORE:

  Loan Detail          Loan      Loan      Loan      Ga      School  --Contact-
                        Amount    Begin    End      Code   Code    Code  Typ
  _ FFEL CONSOLIDATED  $ 8,000 01-01-1995 12-01-1995 733 00108300 822829 LE
  Status Cd ID as of 07-31-1992 Outst Bal. $ 8,000 as of 01-01-1995 Acad Lvl:

  _ FFEL STAFFORD SUB  $ 5,000 01-01-1972 05-01-1972 742 00152600 742    GA
  Status Cd ID as of 08-30-1977 Outst Bal. $ 5,000 as of 01-01-95  Acad Lvl:

  _ DIRECT STAFFORD UNSUB $ 3,000 01-01-1994 12-01-1994    00108300    DLS
  Status Cd ID as of 03-01-1995 Outst Bal. $ 3,000 as of 01-01-95  Acad Lvl:

  _
  Status Cd ID as of          Outst Bal.          as of          Acad Lvl:
                                PRIVACY ACT OF 1974(AS AMENDED)

F3=EXIT F7=BACKWARD F8=FORWARD F9=STATUS CODE LIST F10=SELECT SORT ORDER

```

RC06 Aggregate Detail

```

RC06      _  GA/School Information(GS)
-----
                                NSLDS                                10-31-1997
  Aggregate Detail By Loan Begin Date, Outstanding Bal. (Descending) 07:17:26
  SSN.....: 001285951  First Name: IDA                        DOB: 10-02-1937  Name Hist: Y
  Curr SSN: 001285951  Last Name.: BENNINGTON                MORE:

  Loan Detail          Loan      Loan      Loan      Ga      School  --Contact-
                        Amount    Begin    End      Code   Code    Code  Typ
  _ FFEL CONSOLIDATED  $ 8,000 01-01-1995 12-01-1995 733 00108300 822829 LE
  Status Cd ID as of 07-31-1992 Outst Bal. $    100 as of 01-01-1995 Acad Lvl:

  _
  Status Cd  as of          Outst Bal. $          as of          Acad Lvl:

  _
  Status Cd  as of          Outst Bal.          as of          Acad Lvl:

  _
  Status Cd  as of          Outst Bal.          as of          Acad Lvl:
                                PRIVACY ACT OF 1974(AS AMENDED)

F3=EXIT F7=BACKWARD F8=FORWARD F9=STATUS CODE LIST F10=SELECT SORT ORDER

```

3.2.5**Status Code List****What does the Status Code List Do?**

The Status Code List displays a listing of the loan status codes that are used on the “*Loan Aggregate/Detail Aggregate*” (RC06) screen. The Status Code List screen displays the codes and their descriptions.

To view a listing of the status codes and their descriptions press F9 for Status Code Listing from “*Loan Detail/Aggregate Detail*” (RC06). Press F3 to return to RC06.

Status Code List (RC5B)		
STEP #	ACTION	RESULT
1	From “ <i>Loan Detail/Aggregate Detail</i> ” (RC06), Press F9	The following screen will appear listing status codes and descriptions: “ <i>Status Code List</i> ” (RC5B).
1a	Press F8 to view additional status codes for this particular search screen Press F7 to scroll back	< RC5B will scroll to an additional status codes screen with the same screen number.>
2	Press F3 to return to RC06	The following screen will display: “ <i>Loan Detail/Aggregate Detail</i> ” (RC06).



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RC5B Status Code List (1 of 2)

RC5B	
NSLDS 10-31-1997	
Status Code List 07:12:59	
Status	MORE: +
Code	Description
AE	ASSIGNED TO U.S. DEPARTMENT OF EDUCATION
BC	BANKRUPTCY CLAIM, DISCHARGED
BK	BANKRUPTCY CLAIM, ACTIVE
CA	CANCELLED
DA	DEFERRED
DB	DEFAULTED, THEN BANKRUPT, ACTIVE, CHAPTER 13
DC	DEFAULTED, COMPROMISE
DD	DEFAULTED, THEN DIED
DE	DEATH
DI	DISABILITY
DK	DEFAULTED, THEN BANKRUPT, DISCHARGED, CHAPTER 13
DL	DEFAULTED, IN LITIGATION
DO	DEFAULTED, THEN BANKRUPT, ACTIVE, OTHER
DP	DEFAULTED, PAID IN FULL
F3=EXIT F7=BACKWARD F8=FORWARD	

RC5B Status Code List (2 of 2)

RC5B	
NSLDS 10-31-1997	
Status Code List 07:14:20	
Status	MORE: -
Code	Description
DS	DEFAULTED, THEN DISABLED
DT	DEFAULTED, COLLECTION TERMINATED
DU	DEFAULTED, UNRESOLVED
DW	DEFAULTED, WRITE-OFF
DX	DEFAULTED, SIX CONSECUTIVE PAYMENTS
FB	FORBEARANCE
ID	IN SCHOOL OR GRACE PERIOD
OD	DEFAULTED, THEN BANKRUPT, DISCHARGED, OTHER
PC	PAID IN FULL THROUGH CONSOLIDATION LOAN
PF	PAID IN FULL
RF	REFINANCED
RP	IN REPAYMENT
UI	UNREINSURED
F3=EXIT F7=BACKWARD F8=FORWARD	

3.2.6



Select Sort Order

What Does the Select Sort Order Screen Do?

The Select Sort Order screen allows you to determine the sort order of the loans listed on the “*Loan Detail/Aggregate Detail*” (RC06) screen. You can sort the loans by the following categories:

- By Contact
- By Defaulted/Non-Defaulted
- By Loan Begin Date, Outstanding Balance (Descending)
- By Loan Type
- By Outstanding Balance (Descending)
- By Status Code

The screen subtitles will be the same as the sort selected.

If you wish to change the order that the loans are sorted from RC06, press F10 for Select Sort Order. Type S for select next the desired sort order. Press enter and RC06 will display with the loans sorted in the order you selected.

Sort Order Selection (RC5C)		
STEP #	ACTION	RESULT
1	From “ <i>Loan Detail /Aggregate Detail</i> ” (RC06), Press F10	The following screen will display listing sort order choices: “ <i>Sort Order Selection</i> ” (RC5C).
2	Type S for select next to desired sort order choice. Press ENTER .	The following screen will display in the sort order selected: “ <i>Loan Detail/ Aggregate Detail</i> ” (RC06).

RC5C Sort Order Selection

```

RC5C
-----
                        NSLDS                      10-31-1997
                        Sort Order Selection        07:15:35

Make a selection (S) and press ENTER

Sel  Sort Order
-    BY CONTACT
-    BY DEFAULTED/NON-DEFAULTED
-    BY LOAN BEGIN DATE, OUTSTANDING BAL. (DESCENDING)
-    BY LOAN TYPE
-    BY OUTSTANDING BAL. (DESCENDING)
-    BY STATUS CODE

F3=EXIT
    
```

3.2.7



GA/School Information (GS)

What Does the GA/School Information Screen Do?

The “*GA/School Information*” (RC07) screen displays the current Guaranty Agency and Originating School Information for a selected student’s loan. RC07 displays the following information:

- GA and/or School/branch code,
- GA and/or school name, and
- Complete GA and/or school address.

To view the Organization Contact information for the school contact, type SC in the Action Code field. To view the Organization Contact information for the GA, type GC in the Action Code field. The Organization Contact information screen will display with contact information such as name, function and telephone number for the organization desired.



Note:

RC07 is accessed from the “*Loan Detail/Aggregate Detail*” (RC06) screen.

...To GA/School Information (RC07)		
STEP #	ACTION	RESULT
1	From a populated RC06, Type GS for GA/School Information in the Action Code field	<No change in RC06.>
1a	If there is more than one loan record on the list, Type S for Select next to the desired item on the list.	<Skip this step if there is only one loan on the list. The system will automatically select it.>
2	Press ENTER .	The following screen will display: "GA/School Information" (RC07).
3	To obtain Organization Contact information for the originating school Type SC for School Contact information in the Action Code field. Press ENTER .	The following screen will display: "Organization Contact Information" (RC16)
3a	To obtain Organization Contact information for the Current GA Type GC for GA Contact information in the Action Code field. Press ENTER .	The following screen will display: "Organization Contact Information" (RC16)



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RC07 GA/School Information

```
RC07  __ School Contact information (SC)  GA Contact information (GC)
-----
                                NSLDS                                10-31-1997
                                GA/School Information                07:22:27

SSN.....: 001285951  First Name: IDA          DOB: 10-02-1937
Last Name: BENNINGTON

                                Originating School Information

School/Branch Code: 00108300
Name.....: UNIV OF ARIZONA
Street Address....: 1717 E SPEEDWAY  RM 3304
City.....: TUCSON          State: AZ Zip Code: 85721

                                Current GA Information

GA Code.....: 123  Name: Loan Agency
Street Address....: 123 Main Street
City.....: Tucson          State: AZ Zip Code: 85721
Resp Begin date...: 11-05-69
                                PRIVACY ACT OF 1974(AS AMENDED)

F3=EXIT
```

3.2.8

Aid Overpayment Summary (OS)



What Does the Aid Overpayment Summary Do?

This screen displays overpayment information on the student record selected.

The “*Aid Overpayment Summary*” (RC1D) screen must be used with a selection from “*Financial Aid Transcript Summary Part 1*” (RC05). You will do this by typing OS for Overpayment Summary in the action code field. Then type an S for Select adjacent to the corresponding overpayment. If there is only one overpayment you do not need to select, the system will automatically select for you.

If there are additional overpayments, you can access this information by returning to the “*Financial Aid Transcript Summary Part 1*” (RC05) screen. At that time you will select a different grant or loan by typing OS for Aid Overpayment Summary in the Action Code field, and then typing S for Select adjacent to your new choice, which will re-display the RC1D screen.

On RC1D, to access “*Overpayment Detail Information*,” you will type OD for Overpayment Detail in the Action Code field. Then type S for select adjacent to the desired overpayment.

**Notes:**

Depending on the selection from the “*Financial Aid Transcript Summary Part 1*” screen (RC1D) and the availability of data in NSLDS, the following screen subtitles are displayed:

- Pell Grant Aid Overpayment,
- FSEOG Aid Overpayment, or
- Perkins Aid Loan Overpayment.

In order to access the RC1D screen, there must be a “Y” in the Overpayment Indicator field.

...To Aid Overpayment Summary (RC1D)		
STEP #	ACTION	RESULT
1	<p>From a populated RC05,</p> <p>Type OS for Aid Overpayment Summary in the Action Code field.</p> <p><Confirm that there is a “Y” in the “Overpayment Indicator” field></p>	<No change in RC05.>
2	Type S for Select next to the desired overpayment.*	<p><No change in RC05.></p> <p>* Skip this step if there is only one overpayment. The system will automatically select it.</p>
3	Press ENTER .	<p>The following screen will display: “<i>Aid Overpayment Summary</i>” (RC1D).</p> <p><Note: The screen will read “<i>Pell Aid Overpayment Summary</i>” (RC1D), “<i>FSEOG Aid Overpayment Summary</i>” (RC1D), or “<i>Perkins Aid Overpayment Summary</i>” (RC1D) depending on the type of overpayment selected.></p>



Chapter 3: Financial Aid Transcript Summary

RC1D Aid Overpayment Summary

RC1D _ Overpayment Detail (OD)

NSLDS 09-27-1997
Perkins Aid Overpayment Summary 07:49:16

School Code: 00100700 School Name: CENTRAL ALABAMA COMMUNITY COLL
 SSN: 008562803 Name: JEFFREY DOWLING DOB: 07-07-1979
 MORE: +

Sel	Disbursement Date	Type	Ovrpmt	Date Repaid	School/Br	Source	Reg	Inact
	(MM - DD - YYYY)		Indr	(MM - DD - YYYY)	Code		Code	Flg
_	05 - 07 - 1995	PK	Y	00 - 00 - 0000	00100700	SCH	___	
_	03 - 12 - 1978	PK	R	05 - 05 - 1979	00217500	EDR	05	
_	02 - 02 - 1995	PK	R	04 - 04 - 1959	00217500	TRF	___	

Valid Types are: Pell (PE), FSEOG (SE), Perkins (PK)
 Valid Overpayment Indicators are: Overpayment (Y), Repaid (R),
 Satisfactory arrangement made (S)
 Valid Sources are: School (SCH), Transfer to/from ED (TRF), ED DCS (EDR)
 PRIVACY ACT OF 1974 (AS AMENDED)

F3=EXIT F7=BACKWARD F8=FORWARD

3.2.9**Aid Overpayment Detail Information (OD)****What Does the Aid Overpayment Detail Information Do?**

The “*Aid Overpayment Detail Information*” (RC0N) screen displays create date and the update date. RC0N also displays the originating school information for the overpayment record selected. It displays the school and branch code, school name and address.

To view the organization contact information, type OC in the Action Code field. The Organization Contact information screen (RC16) will display with contact information such as name, function and telephone number.

For more information see Chapter 8: Organization Contact Information.

...To Aid Overpayment Detail Information (RC0N)		
STEP #	ACTION	RESULT
1	<p>From a populated “<i>Aid Overpayment Summary</i>” screen (RC1D),</p> <p>Type OD for Overpayment Detail Information in the Action Code field.</p> <p>Type S for Select next to the record of your choice.</p> <p>Press ENTER.</p>	<p>The following screen will display populated with data: “<i>Aid Overpayment Detail Information</i>” (RC0N).</p>
2	<p>To obtain Organization Contact information</p> <p>From “<i>Aid Overpayment Detail Information</i>” (RC0N)</p> <p>Type OC for Organization Contact in the Action Code Field.</p> <p>Press ENTER.</p>	<p>The following screen will display: “<i>Organization Contact Information</i>” (RC16)</p>



Chapter 3: Financial Aid Transcript Summary

RC0N Aid Overpayment Detail Information

RC0N	___ Organization Contact (OC)	
NSLDS		09-27-1997
Aid Overpayment Detail Information		07:52:19
School Code: 00100700	School Name: CENTRAL ALABAMA COMMUNITY COLL	
SSN: 008562803	Name: JEFFREY DOWLING	DOB: 07-07-1959
Disbursement Date....: 05-07-1995	Inactive Flag:	(Y=Inactive/Blank=Active)
Overpayment Type.....: PK	Create Date..:	06-30-1996
Overpayment Indicator: Y	Update Date..:	
Date Repaid.....:		
Source.....:	SCH	
ED Region.....:		
Originating School Information		
School/Branch Code: 00100700		
Name.....: CENTRAL ALABAMA COMMUNITY COLLEGE		
Street Address....: 908 CHEROKEE ROAD, P.O. BOX 699		
City.....: ALEXANDER CITY State: AL Zip Code: 35010		
PRIVACY ACT OF 1974 (AS AMENDED)		
F3=EXIT		

3.2.10**Name History (NH)****What Does the Name History Screen Do?**

If a student received federal aid under different names, there are three screens that will display a “Y” next to the Name History field: “*Financial Aid Transcript Summary Part 1*” (RC05), “*Financial Aid Transcript Part 2*” (RC5A) and “*Loan Detail/Aggregate Detail*” (RC06). If there is a “Y” in the Name History field type NH for name history in the Action Code field. All names that the student has used will be displayed.

By displaying all the names used by the student when receiving federal aid, this screen will help you correctly identify a student.

...To Name History (RC08)		
STEP #	ACTION	RESULT
1	<p>From a populated RC05 or RC5A,</p> <p>Look in the Name Hist field to see if there is a “Y” displayed.</p> <p>If there is a “Y”,</p> <p>Type NH for Name History in the Action Code field.</p> <p><No other selection is required.></p> <p>Press ENTER</p>	<p>The following screen will display: “Name History” (RC08).</p> <p><Note: from RC08, it is highly unlikely that the MORE: field will display a ‘+’ sign, indicating the existence of more name history data, but you should be aware of this feature.></p>
2	<p>To continue, or to select another student from RC05 and return to this screen</p> <p>Press F3 to return to RC05.</p>	<p>The “Financial Aid Transcript Summary Part 1” screen (RC05) or “Financial Aid Transcript Summary Part 2” (RC5A) will re-display.</p>

RC08 Name History

RC08	
<hr/>	
NSLDS	10-31-1997
Name History	07:27:11
SSN.....: 001285951	First Name: IDA
	DOB: 10-02-1937
Current SSN: 001285951	Last Name.: BENNINGTON
	MORE:
First	M Last
IDA	A BENNINGTON
IDA	A EIGHT
IDA	A FIVE
IDA	A HUESAN
IDA	A KANYON
IDA	A MORGAN
IDA	A PARKINS
IDA	A TEN
IDA	A SEVEN
IDA	A THREE
IDA	A TWO
PRIVACY ACT OF 1974 (AS AMENDED)	
F3=EXIT F7=BACKWARD F8=FORWARD	



3.2.11**School Attendance History (AH)****What Does the School Attendance History Screen Do?**

This screen displays a student's school attendance history. Schools will be listed in chronological order with the most recent school listed first.

Note: *NSLDS is not an enrollment database!* Students may have attended schools that are not listed here. A school will only be listed if the student obtained Title IV aid from the school (Pell only since 1993), or if the school reported the student in attendance via the SSCR.

The data includes:

- School/branch code,
- School name, and
- Address.

**Note:**

If the MORE: field displays a '+', then you may scroll to view additional information using the F7 and F8 keys.

...To School Attendance History (RC0A)		
STEP #	ACTION	RESULT
1	<p>From a populated RC05 or RC5A,</p> <p>Type AH for School Attendance History in the Action Code field.</p> <p><No other selection is required.></p> <p>Press ENTER.</p>	<p>The following screen will display: <i>"School Attendance History"</i> (RC0A).</p>
1a	<p>If there is a '+' in the MORE: field, there is additional information for this particular search screen.</p> <p>Press F8</p> <p><When you are finished, press F7 to return to original RC0A></p>	<p>RC0A will re-display with additional information.</p>
2	<p>To continue, OR if you desire to select another student from RC05 and return to this screen</p> <p>Press F3 to return to RC05</p>	<p>The <i>"Financial Aid Transcript Summary Part 1"</i> screen (RC05) or <i>Financial Aid Transcript Summary Part 2"</i> (RC5A) will re-display.</p>



Chapter 3: Financial Aid Transcript Summary

RC0A School Attendance History

```
RC0A
-----
NSLDS 10-31-1997
School Attendance History 07:21:06
Student Name: IDA BENNINGTON SSN: 001285951
MORE:
Sch/Br Code: 00108300 Name: UNIV OF ARIZONA
Street Address: 1717 E SPEEDWAY RM 3304
City.....: TUCSON State: AZ Zip Code: 85721

Sch/Br Code: 00122600 Name: LOS ANGELES PIERCE COLLEGE
Street Address: 6201 WINNETKA AVE
City.....: WOODLAND HILLS State: CA Zip Code: 91371

Sch/Br Code: 00152600 Name: ST LEO COLG
Street Address:
City.....: ST LEO State: FL Zip Code: 33574

Sch/Br Code: 00256900 Name: UNIV OF NEVADA LAS VEGAS
Street Address: 4505 MARYLAND PKWY
City.....: LAS VEGAS State: NV Zip Code: 89154
PRIVACY ACT OF 1974 (AS AMENDED)

F3=EXIT F7=BACKWARD F8=FORWARD
```

3.3 BATCH PROCESSING



Financial Aid Transcript Batch Processing

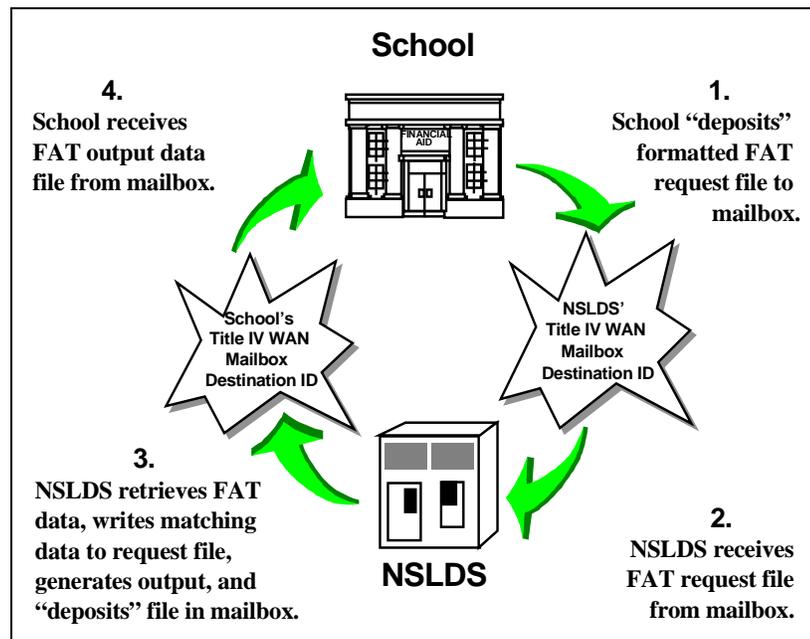
If you have a large number of Financial Aid Transcripts (FAT) to retrieve from NSLDS, you should consider sending a batch file request.

The detail information you receive back from NSLDS is the same as the information you will receive with online processing; the format will be different. The important point to remember is that batch processing will eliminate the need to sit in front of a PC and retrieve FATs one at a time.

If your school is not equipped for telecommunications transmission of electronic Financial Aid Transcript files through the Title IV WAN, or if you simply prefer to delegate the Financial Aid Transcript automation, you may employ a servicer to prepare, send, and receive the Financial Aid Transcript files for you.

3.3.1 The Batch Process

The flow of the batch file process is illustrated below with steps 1, 2, 3 and 4.



3.3.2 Generating a Batch Processing Request

Batch processing involves three basic steps:

- Generate a request,
- Send a request, and
- Receive the batch file.

Generating a Batch Processing Request

You will first need to create a file to send to NSLDS. This file will list the students for which you are requesting FATs. You must include student identifiers, and indicate the type of output that you want to receive.

NSLDS can send you an extract (data file) of your FATs or a report file.

- The data file is simply the FAT data elements written according to the file specifications listed in this chapter.
- The report file is a pre-formatted file that displays the FAT for each student in the format shown later in this chapter, under Section 3.3.5.3: NSLDS Output File Format.

Remember the following when creating your batch input file:

- Follow the record layout specified.
- Include required student identifiers: SSN, last name, first name, and birth date. The school year identifier is optional.
- Include required school identifier: school code, school/branch code, and submittal date.
- Create a Header, Detail, and Trailer Record as indicated in the record layout.
- Specify the desired output report type: a report or an extract (data file) in the header record. If no format is specified, the report output will be formatted as an extract (data file).

**3.3.3
Sending and
Receiving the Batch
Processing Request****Sending the Batch Processing Request**

You will need to send the request file generated in the above procedure to NSLDS for batch processing.

Use the following steps to send a Financial Aid Transcript request:

1. Log on to the Title IV WAN using EDConnect software if you are a PC user, or use your mainframe software. Refer to the [Title IV WAN User's Guide](#) for more information regarding Title IV WAN logon procedures.
2. Retrieve the Financial Aid Transcript file prepared in the preceding procedure.
3. Use the message class SHFATQIN to designate the file for the WAN.
4. Deposit the file into the NSLDS FAT Destination ID mailbox on the WAN.

Receiving the Batch File

NSLDS will process your FAT request within 24 hours and deposit it to your mailbox. You will log on to the WAN and retrieve the file with the message class SHFATEOP if FAT request was an extract (data file) or SHFATROP if FAT request was a report file.

**3.3.4
FAT File Output**

Data files are returned in ASCII format if your WAN connection is a PC. If the request file came from a mainframe, the data file will be in EBCIDIC format.

If you requested the output to be a report file and you are a mainframe user, you may print the report from a mainframe computer by sending the batch output to your designated remote printer.

3.3.4 FAT File Output (continued)

If you are a PC user, you will have to edit some characters in the file before printing. This is necessary because each printer has its own driver codes.

To print a downloaded Financial Aid Transcript report from a PC workstation follow the steps listed below:

NOTE: When the Financial Aid Transcript (FAT) request was generated, the desired output should have been specified as Report Type value = 'R'.

1. Retrieve the Financial Aid Transcript output data file deposited by NSLDS from their FAT Destination ID (mailbox). It is an ASCII file type.
2. Open the file using any word processing software package; i.e., WordPerfect, Microsoft Word, etc. The PC application converts the file.
3. If the word processing package prompts the user to specify a file format type, select an ASCII format. In WordPerfect, for example, the system displays a pop-up *Convert File Format* window with convert options displayed. WordPerfect users should select the ASCII TEXT (DOS) option to complete this procedure.
4. Change the font type to Courier size 8 and page layout to landscape (i.e., change paper size from 8.5" x 11" to 11" x 8.5") using the word processing software package.
5. Print the Financial Aid Transcript report from the word processing software package to the user's local printer.

A sample Financial Aid Transcript Report Format is illustrated on the next page.



Chapter 3: Financial Aid Transcript Summary

```

PRIVACY ACT OF 1974 (AS AMENDED)
Report ID: FAT001
Page No. : ZZ,ZZ9
U.S. DEPARTMENT OF EDUCATION
NATIONAL STUDENT LOAN DATA SYSTEM (NSLDS)
10-31-1997
10:13:31
Financial Aid Transcript
Report Parameters: Requesting Sch/Br Code: 00108300 School Year: 1995 Sort Sequence: School/Branch Code, SSN
Name: UNIV OF ARIZONA Submittal Request Date: 01-06-1997
City: TUCSON State: AZ
LAST: BENNINGTON FIRST: IDA MI: X DOB: 10/02/1937 SSN: 001285951
----- Name History -----
LAST FIRST M
---- ---- -
HUESAN IDA A
KANYON IDA A
MORGAN IDA A
PARKINS IDA A
Overpayment: Contact: Defaulted Loans: Y Discharged: N Loan Sat. Repayment: N Active Bankruptcy: N
Pell: N N/A
FSEOG: N N/A
Perkins: Y 05
Aggregate Amount for FFELP/Direct Loans:
Subsidized Loans:
Outstanding Prin. Bal.: $ 5,000 Pending Disb.: $ 0 Total: $ 5,000
Unsubsidized Loans:
Outstanding Prin. Bal.: $ 3,000 Pending Disb.: $ 0 Total: $ 3,000
Consolidated Loans:
Outstanding Prin. Bal.: $ 8,000 Total: $ 8,000
Perkins Loans:
Cumulative Loan Amount: $ 3,000 Current Year Loan Amount: $ N/A
First Disb. Prior to 10-01-1992: X Expanded Lending Option: N
1997-98 Pell Payment Data:
School Code: 00132900 School Name: T CASE SCHOOL
Tran: 01 Sch. Amt: $ 2,700 Disb. Amt: $ 1,350 Rem. Amt: $ 1,350 % Sch. Used: 100.00 As of: 09-03-1997
School Code: 00132800 School Name: HARBOR SCHOOL
Tran: 02 Sch. Amt: $ 2,700 Disb. Amt: $ 1,350 Rem. Amt: $ 0 % Sch. Used: 100.00 As of: 01-15-1997
School Code: School Name:
Tran: Sch. Amt: $ Disb. Amt: $ Rem. Amt: $ % Sch. Used: As of:
PRIVACY ACT OF 1974 (AS AMENDED)

```

Sample Financial Aid Transcript Report Format (1 of 2)



Chapter 3: Financial Aid Transcript Summary

PRIVACY ACT OF 1974 (AS AMENDED)		U.S. DEPARTMENT OF EDUCATION		10-31-1997				
Report ID: FAT001		NATIONAL STUDENT LOAN DATA SYSTEM (NSLDS)		09:38:27				
Page No. : ZZ,ZZ9								
Financial Aid Transcript								
Report Parameters: Requesting Sch/Br Code: 00108300 School Year: 1995 Sort Sequence: School/Branch Code, SSN								
Name: UNIV OF ARIZONA		Submittal Request Date: 01-06-1997						
City: TUCSON		State: AZ						
LAST: BENNINGTON	FIRST: IDA	MI: A	DOB: 10/02/1937	SSN: 001285951				
Loan Detail:	Loan Amount	Loan Begin Date	Loan End Date	GA Code	School Code	Contact	Contact Type	Academic Level
Direct Stafford Sub	\$ 2,000	09-01-1996	06-01-1997	N/A	00132900	00100	DLS	1
Status Code ID as of 06-01-1997								
Outstanding Bal. \$ 2,000 as of 06-01-1997								
FFEL CONSOLIDATED	\$ 8,000	01-01-1995	12-01-1995	733	00108300	822829	LE	1
Status Code ID as of 07-31-1992								
Outstanding Bal. \$ 8,000 as of 01-01-1995								
FFEL Stafford Unsub	\$ 1,000	09-10-1994	05-31-1995	705	00132300	705	GA	2
Status Code DL as of 03-21-1996								
Outstanding Bal. \$ 809 as of 02-18-1996								
Federal Perkins	\$ 900	09-10-1994	06-01-1995	N/A	00132300	0132600	SCH	3
Status Code DU as of 05-01-1996								
Outstanding Bal. \$ 681 as of 02-02-1997								
Direct Stafford Unsub	\$ 3,000	01-01-1994	12-01-1994	N/A	00108300	4286	DLS	3
Status Code ID as of 03-01-1995								
Outstanding Bal. \$ 3,000 as of 01-01-1995								
FFEL Stafford Sub	\$ 5,000	01-01-1972	05-01-1972	742	00152600	742	GA	4
Status Code ID as of 08-30-1977								
Outstanding Bal. \$ 5,000 as of 01-01-1995								
FFEL Stafford Sub	\$ 1,500	09-01-1971	12-31-1971	555	00132700	05	EDR	4
Status Code DB as of 05-01-1987								
Outstanding Bal. \$ 1,235 as of 02-02-1988								
PRIVACY ACT OF 1974 (AS AMENDED)								

Sample Financial Aid Transcript Report Format (2 of 2)

3.3.5 School Record Layout

School Input and Output Record Layout

This section of the Financial Aid Transcript chapter defines the layout for the Financial Aid Transcript request file that you will send to NSLDS.

3.3.5.1 Record Layout Specifications

Record Layout Specifications

The record layout and file formats that NSLDS uses for Financial Aid Transcript data are described here. This includes both the **input** request record sent by schools to NSLDS and the **output** records returned.

The record layout specifications include field definitions and formatting instructions.

Each field definition includes the following:

- **Position From:** The beginning location (byte number) of the field within the record.
- **Position To:** The ending location (byte number) of the field within the record.
- **Field Length:** The number of bytes the field occupies.
- **Field Format:** An indicator of the required field format value. (i.e., character, numeric, etc.)
(See explanatory note on the next page)
- **Attribute:** A brief, descriptive title.
- **Description/Valid Field Content:** A short narrative definition and explanation of field content.

3.3.5.1 Record Layout Specifications (continued)

The breakdown for the input and output file format is as follows:

- Input File Format:
 - Input Header Record Layout
 - Input Detail Record Layout
 - Input Trailer Record Layout

- Output FAT Batch Data File Layout:
 - Header Record
 - Detail record(s) for student 1
 - Detail record(s) for student 2
 - ⋮
 - Detail record(s) for student n
 - Trailer Record

All records have the same length.

Each set of detail records contains one or more detail records for a student. Detail records consist of the following types:

Record Type 1:	Aggregates, Perkins, Error Codes, Flags
Record Type 2:	Name History Record
Record Type 3:	Overpayment Record
Record Type 4:	Pell Payment Record
Record Type 5:	Loan Detail Record

In each set of detail records for a student there will be exactly one record type 1, and zero or more record types 2 through 5 depending upon the data in NSLDS for the student. If errors are indicated on record type 1, there will not be any record types 2 through 5 for the student.

3.3.5.1 Record Layout Specifications (continued)

**Note:**

Regarding the field format, the following explanations may be helpful.

Character - denotes a field that may contain spaces, letters, or numbers in any combination.

For example: **D1** for loan type

Character fields not specifically reported must be filled with spaces. If a field is said to require a value “greater than spaces,” the field must contain at least one letter or number.

Numeric - denotes any attribute that must contain only numbers.

For example: **12345** as an Amount of Loan

Letters, special characters, or spaces in a numeric field are invalid. An entry of **T491_24**, for example, would not be accepted. Unless otherwise specified in the record layout, numeric fields not specifically reported must be filled with zeros.

Date - refers to fields which must contain only valid numeric date, eight digits, and display in the format CCYYMMDD, where:

- CC = two-digit century,
- YY = two-digit year,
- MM = two-digit month designation (01-12),
and
- DD = two-digit day designation (01-31,
depending on the month and year).

Under this convention, an entry of **19950430** would be accepted, but **043095** would not be accepted.

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Unless otherwise specified in the record layout, date fields not specifically reported must be filled with zeros.



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3.3.5.2 NSLDS Input File Format

The record layout for the Financial Aid Transcript request file is defined as follows.

The following record layouts describe the Input Header, Detail, and Trailer records for the Financial Aid Transcript (FAT) batch request file received from schools or school servicers.

3.3.5.2.1 Input FAT Batch Request File Layout - Header

FAT Request Header Record Layout

Record Length = 80

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Header record. Value must be '0' (zero).
2	47	46	Character	Header Title	Title used to identify the Header record. Value = 'FINANCIAL AID TRANSCRIPT HEADER'
48	55	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request. Mandatory for School; Optional for School Servicers.
56	63	8	Character	Servicer Code	An eight-digit code for FAT servicer. Fill in if a servicer for a school is submitting the request on behalf of one or more schools. Schools fill with zeroes.
64	64	1	Character	Report Type	Type of format in which FAT is requested. If value is 'R', a formatted report is generated; if value is 'E', an extract data file is generated. The default type is an extract data file.
65	72	8	Date	Submittal Date	Date (year, month, and day) on which the FAT was requested. Date in CCYYMMDD format.
73	80	8	Character	Filler	Filler

Chapter 3: Financial Aid Transcript Summary

3.3.5.2.2 Input FAT Batch Request File Layout - Detail

FAT Request Detail Record Layout

Record Length = 80

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Detail record. Value must be '1'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	45	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. Mandatory: 'NLN' if not supplied by the student.
46	57	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. Mandatory: 'NFN' if not supplied by the student.
58	65	8	Date	Date of Birth	Date of Birth of the student for whom FAT is requested. Date in CCYYMMDD format.
66	69	4	Character	School Year	School Year (July - June) for which Pell Grant and Perkins current year disbursements are desired. Optional; if provided, must be in CCYY format, and not greater than current school year. e.g. If the desired School Year is July '97 to June '98, populate with '1998'. Current school year is current year if today's date <= June 30, but is current year + 1 if today's date >= July 1.
70	77	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request. Mandatory for school servicers; optional for schools.
78	80	3	Character	Filler	Filler



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3.3.5.2.3 Input FAT Batch Request File Layout - Trailer

FAT Request Trailer Record Layout

Record Length = 80

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Trailer record. Value must be '9'.
2	47	46	Character	Trailer Title	Title used to identify the Trailer record. Value = 'FINANCIAL AID TRANSCRIPT TRAILER'
48	56	9	Numeric	Record Count	Total count of detail records on this file (excluding header and trailer).
57	80	24	Character	Filler	Filler

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3.3.5.3 NSLDS Output File Format

The record layout for the returned Financial Aid Transcript file is defined as follows.

3.3.5.3.1 Output FAT Batch Data File Layout - Header

Header Record Layout

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Header record. Value must be '0' (zero).
2	10	9	Character	Filler	Dummy SSN for Header record. Value = spaces.
11	52	42	Character	Header Title	Title used to identify the Header record. Value = 'FINANCIAL AID TRANSCRIPT HEADER'
53	60	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
61	68	8	Character	Servicer Code	An eight-digit code for FAT servicer; populated if a servicer for a school is submitting the request on behalf of one or more schools. For schools this field will be populated with zeroes. If field contains a value other than zero, it will contain a valid School Servicer Code assigned by NSLDS.
69	69	1	Character	Report Type	Type of format in which FAT is requested, 'E' indicating that an extract data file is generated.
70	77	8	Date	Submittal Date	Date (year, month, and day) on which the FAT was requested. Date in CCYYMMDD format.
78	85	8	Date	Process Date	Date (year, month, and day) on which the FAT was processed. Date in CCYYMMDD format.
86	144	59	Character	Filler	Filler

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3.3.5.3.2 Output FAT Batch Data File Layout - Record Type 1

Aggregates, Perkins Record, Error Codes & Flags Layout (Type 1)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the record type. Value must be '1'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	22	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. If student has no First Name, this field will be populated with the value 'NFN'.
23	57	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. If student has no Last Name, this field will be populated with the value 'NLN'.
58	65	8	Date	Date of Birth	Date of Birth of the student for whom FAT is requested. Date in CCYYMMDD format.
66	73	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
74	74	1	Character	Defaulted Loan Flag	Indicates 1 or more Defaulted Loans. Value is 'Y' or 'N'.
75	75	1	Character	Discharged Loan Flag	Indicates 1 or more Discharged Loans. Value is 'Y' or 'N'.
76	76	1	Character	Loan Satisfactory Repayment Arrangements Flag	Indicates 1 or more loans with Satisfactory Repayment Arrangements. Value is 'Y' or 'N'.
77	77	1	Character	Active Bankruptcy Flag	Indicates 1 or more Active Bankruptcy Loans. Value is 'Y' or 'N'.
78	83	6	Character	Aggregate Subsidized Outstanding Principal Balance	Outstanding Principal Balance for Subsidized loan types (D1 or SF). 'N/A' if no applicable loans.
84	89	6	Character	Aggregate Unsubsidized Outstanding Principal Balance	Outstanding Principal Balance for Unsubsidized loan types (D2, RF, non-subsidized SF, SL, or SU). 'N/A' if no applicable loans.

Chapter 3: Financial Aid Transcript Summary

Aggregates, Perkins Record, Error Codes & Flags Layout (Type 1)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
90	95	6	Character	Aggregate Consolidated Outstanding Principal Balance	Outstanding Principal Balance for Consolidated loan types (CL, D5, or D6). 'N/A' if no applicable loans.
96	101	6	Character	Aggregate Subsidized Pending Disbursement	Pending Disbursements for Subsidized loan types (D1 or SF). 'N/A' if no applicable loans.
102	107	6	Character	Aggregate Unsubsidized Pending Disbursement	Pending Disbursements for Unsubsidized loan types (D2, RF, SL, or SU). 'N/A' if no applicable loans.
108	113	6	Character	Aggregate Subsidized Total	Total for Subsidized loan types (D1 or SF). 'N/A' if no applicable loans.
114	119	6	Character	Aggregate Unsubsidized Total	Total for Unsubsidized loan types (D2, RF, SL, or SU). 'N/A' if no applicable loans.
120	125	6	Character	Aggregate Consolidated Total	Total for Consolidated loan types (CL, D5, or D6). 'N/A' if no applicable loans.
126	131	6	Character	Perkins Total Disbursement Amount	Total Perkins Disbursements (DU, EU, NU, or PU). 'N/A' if no applicable loans.
132	137	6	Character	Perkins Current Award Year Disbursement Amount	Total Perkins Disbursements (DU, EU, NU, or PU) for award year (July - June). 'N/A' if no applicable loans.
138	138	1	Character	Perkins Expanded Lending Option Flag	Indicates if Perkins Expanded Lending Option (EU) amounts are included. Value is 'Y' or 'N'.
139	139	1	Character	Perkins First Disbursement Prior To 10/01/92 Flag	Indicates if first Perkins Disbursement is earlier than 10/01/92 and has a non-zero Outstanding Principal Balance. Value is 'Y' or 'N'.
140	140	1	Character	Error Code 1	Reflects SSN Error. Value = '1', SSN must not be spaces.
141	141	1	Character	Error Code 2	Reflects Name Error. Value = '2', First & Last Names must not be spaces.
142	142	1	Character	Error Code 3	Reflects Date of Birth Error. Value = '3', Invalid Date of Birth.

Chapter 3: Financial Aid Transcript Summary

Aggregates, Perkins Record, Error Codes & Flags Layout (Type 1)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
143	143	1	Character	Error Code 4	Reflects School year Errors. Value = '4', School Year must be numeric; '5', School Year must not be greater than current school year ; or '6', School Year field length must be equal to 4.
144	144	1	Character	Match Flag	Reflects successful/unsuccessful match of Student/PLUS Borrower against search of active database. Value = '0', Successful match - no error; '1', School and School Servicers User association not found; '2', Successful match - student has no selectable loans; '3', Successful match - student has no selectable loans and Pell grants; '6', Student Social Security Number not found; '7', Match on Social Security Number, but not on Date of Birth and Name.

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3.3.5.3.3 Output FAT Batch Data File Layout - Record Type 2

Name History Record Layout (Type 2)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Name History record. Value must be '2'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	22	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. If student has no First Name, this field will be populated with the value 'NFN'.
23	57	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. If student has no Last Name, this field will be populated with the value 'NLN'.
58	65	8	Date	Date of Birth	Date of Birth of the student for whom FAT is requested. Date in CCYYMMDD format.
66	73	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
74	85	12	Character	First Name History	First Name used by the student for whom FAT is requested. If student has no First Name, this field will be populated with the value 'NFN'.
86	86	1	Character	Middle Initial History	Middle Initial used by the student for whom FAT is requested, if available.
87	121	35	Character	Last Name History	Last Name used by the student for whom FAT is requested. If student has no Last Name, this field will be populated with the value 'NLN'.
122	144	23	Character	Filler	Filler

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3.3.5.3.4 Output FAT Batch Data File Layout - Record Type 3 (Overpayment)

Overpayment Record Layout (Type 3)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Overpayment record. Value must be '3'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	22	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. If student has no First Name, the field will be populated with the value 'NFN'.
23	57	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. If student has no Last Name, the field will be populated with the value 'NLN'.
58	65	8	Date	Date of Birth	Date of Birth of student for whom FAT is requested. Date in CCYYMMDD format.
66	73	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
74	75	2	Character	Overpayment Type	Overpayment Types: PE = Pell SE = FSEOG PK = Perkins (PU, NU, EU or DU)
76	76	1	Character	Overpayment Indicator	Indicates overpayment. Y = Yes N = No S = Satisfactory Arrangements
77	80	4	Character	Award Year	Award year on which the overpayment was disbursed.
81	88	8	Character	Contact	Code indicating the agency to be contacted for this loan. 'N/A' if contact is not available.
89	144	56	Character	Filler	Filler

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3.3.5.3.5 Output FAT Batch Data File Layout - Record Type 4 (Pell Grant)

Pell Payment Record Layout (Type 4)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Pell Payment record. Value must be '4'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	22	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. If student has no First Name, this field will be populated with the value 'NFN'.
23	57	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. If student has no Last Name, this field will be populated with the value 'NLN'.
58	65	8	Date	Date of Birth	Date of Birth of the student for whom FAT is requested. Date in CCYYMMDD format.
66	73	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
74	79	6	Numeric	Scheduled Amount	Scheduled amount of the Federal Pell Grant award.
80	85	6	Numeric	Amount Paid To Date	The amount of the Federal Pell Grant the school has disbursed to the student.
86	91	6	Numeric	Remaining Amount To Be Paid	The amount of the Federal Pell Grant the school still expects to pay the student for the remaining of the award year, as of the date the payment record was reported to the Federal Pell Grant program.
92	95	4	Character	Award Year	The academic year for the Federal Pell Grant program, beginning July 1 and ending June 30 of the following year.
96	100	5	Numeric	Percent of Eligibility Used	Percent of eligibility the student used. Format 999V99. e.g. 10000 represents 100.00%
101	102	2	Character	Transaction Number	Transaction number on the SAR or ISIR for the payment accepted by the school.
103	110	8	Character	Segment Last Updated Date	Latest date the payment record was processed by the Federal Pell Grant program. Format CCYYMMDD.



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Pell Payment Record Layout (Type 4)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
111	136	26	Character	Filler	Filler
137	144	8	Character	Pell School Code	Pell School Number for the School reporting or attended by the student at the time of the grant disbursement.

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3.3.5.3.6 Output FAT Batch Data File Layout - Record Type 5 (Loan Detail)

Loan Detail Record Layout (Type 5)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Loan Detail record. Value must be '5'.
2	10	9	Character	Student's Social Security Number (SSN)	Current Social Security Number of the student for whom FAT is requested.
11	22	12	Character	Current First Name	Current First Name of the student for whom FAT is requested. If student has no First Name, this field will be populated with the value 'NFN'.
23	57	35	Character	Current Last Name	Current Last Name of the student for whom FAT is requested. If student has no Last Name, this field will be populated with the value 'NLN'.
58	65	8	Date	Date of Birth	Date of Birth of the student for whom FAT is requested. Date in CCYYMMDD format.
66	73	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch submitting the FAT request.
74	75	2	Character	Loan Type	Code indicating the type of loan.
76	77	2	Character	Current Loan Status Code	Code used to identify the current status of a student's loan, as determined by the current loan holder.
78	85	8	Date	Current Loan Status Date	Date (year, month, and day) the current loan status code became effective. Format is CCYYMMDD.
86	91	6	Character	Outstanding Principal Balance	The cumulative dollar value of the Outstanding Principal Balance due on the loan. 'N/A' if Outstanding Principle Balance is not available.
92	99	8	Character	Outstanding Principal Balance Date	Date (year, month, and day) the Outstanding Principal Balance was last updated. Format is CCYYMMDD. 'N/A' if Outstanding Principal Balance Date is not available.



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Loan Detail Record Layout (Type 5)

Record Length = 144

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
100	107	8	Character	Loan Period Begin Date	Date (year, month, and day) the enrollment period begins for this loan. Format is CCYYMMDD. 'N/A' if Loan Period Begin Date is not available.
108	115	8	Character	Loan Period End Date	Date (year, month, and day) the enrollment period ends for this loan. Format CCYYMMDD. 'N/A' if Loan Period End Date is not available.
116	118	3	Character	Current GA Code	Current Guaranty Agency code if FFEL. Otherwise, 'N/A' if not available.
119	119	1	Character	Academic Level	Student's academic or grade level at the school when the loan was disbursed.
120	122	3	Character	Contact Type	Contact Type. Values: EDR = ED Region LEN = Lender SCH = School GA = Guaranty Agency DLS = Direct Loan Servicer SCS = School Servicer LNS = Lender Servicer N/A = Not applicable
123	128	6	Numeric	Net Loan Amount	For Perkins = Amount of loan disbursed. FFEL/FDLP = Amount of guaranty minus total amount of cancellations.
129	136	8	Character	Contact	Code indicating the agency to be contacted for this loan. 'N/A' if Contact is not available.
137	144	8	Character	School Code	An eight-digit ED Office of Postsecondary Education (OPE) code used to identify the school and branch attended by the student when the loan was originated.

3.3.5.3.7 Trailer Record Layout**Trailer Record Layout****Record Length = 144**

Position From	Position To	Field Length	Field Format	Attribute	Description/Valid Field Content
1	1	1	Character	Record Type Indicator	Indicator used to identify the Trailer record. Value must be '9'.
2	10	9	Character	Filler	Dummy SSN for Trailer record. Value = '999999999'.
11	52	42	Character	Trailer Title	Title used to identify the Trailer record. Value = 'FINANCIAL AID TRANSCRIPT TRAILER'
53	60	8	Numeric	Match Count	Total count of detail records for which matches were found.
61	69	9	Numeric	Record Count	Total count of requested detail records processed on this file (excluding header and trailer).
70	77	8	Numeric	Error Count	Total count of detail records with errors on this file.
78	144	67	Character	Filler	Filler

3.3.5.4 Error Codes and Match Flags Legends**Error Codes Legend**

	Attribute value	Meaning
Error Code 1	space	No error.
	1	SSN must not be spaces.
Error Code 2	space	No error.
	2	First and Last Names must not be spaces.
Error Code 3	space	No error.
	3	Invalid Date of Birth.
Error Code 4	space	No error.
	4	School Year must be numeric.
	5	School Year must not be greater than current school year.
	6	School Year field length must be equal to 4.

Match Flags Legend

	Attribute value	Meaning
Match Flags	0	Successful match. No error.
	1	School and School Servicer User association not found.
	2	Successful match. Student has no selectable loans.
	3	Successful match. Student has no selectable loans and Pell grants.
	6	Student Social Security Number not found.
	7	Match on SSN. No match on DOB and Name.

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3.3.5.5 Loan Type Code Chart

CODES	LOAN TYPE
CL	FFEL Consolidated
DU	National Defense Student Loan
D1	Direct Stafford Subsidized
D2	Direct Stafford Unsubsidized
D4	Direct PLUS
D5	Direct Consolidated Unsubsidized
D6	Direct Consolidated Subsidized
D7	Direct PLUS Consolidated
EU	Perkins Expanded Lending Option
FI	Federally Insured Student Loan (FISL)
IC	Income Contingent Loan (ICL)
NU	NDSL
PL	FFEL PLUS
PU	Federal Perkins
RF	FFEL Refinanced
SF	FFEL Stafford Subsidized
SL	Supplemental Loan (SLS)
SN	FFEL Stafford Non-Subsidized
SU	FFEL Stafford Unsubsidized